

To: Betsy Moukawsher, Town Clerk
From: Beverly Washington, Chair of Finance Committee
Date: January 10, 2018
Subject: Finance Committee Special Meeting Minutes
Present: Rep. Beverly Washington, Rep. Brandon Marley, Rep. Clarence Casper, Rep. Rosanne Kotowski, Rep. Bob Martin
In Attendance: Rep. Syma Ebbin, Rep. Richard J. Pasqualini, Rep. Michael Whitehouse, Cindy R. Landry, Director of Finance, Robert Zagami, Director of Human Resources, John Burt, Town Manager, Gary Schneider, Director of Public Works, Betsy Moukawsher, Town Clerk

The meeting was called to order at 6:24PM at the Groton Senior Center in Room C on January 10, 2018. All committee members were present except Rep. Jordan Brayman and Rep. Bruce McDermott. The Finance Committee received three referrals from the Town Council for the committee to review.

Referral 2017-0287 Supplemental Appropriation for Contingency Resolution Authorizing a Supplemental Appropriation to Contingency was the first item on the agenda.
Motion to approve/second: Rep. Casper/ Rep. Marley

Discussion: Finance Director Cindy Landry described the request for a supplemental appropriation from the the General Fund to Contingency. Wage increases from settled labor contracts were not included in FYE 2018 department budgets. The Town Council has already agreed to these increases but there is not enough money in the contingency fund to cover the wages. The Contingency fund originally had \$650,000. The current balance is \$344,376. Ms. Landry is requesting \$350,000 to cover wages from contracts that have already been settled. Rep. Kotowski stated that she is against this transfer of funds. That the citizens of Groton taxes have been increased and she believes that the unions should make concessions. Ms. Landry stated that the town has to honor these contracts. The contracts have been settled and agreed upon in good faith. If the RTM does not vote to transfer these funds, at the end of the year these departments will have negative budgets. Negative budgets are not good when the Town of Groton gets audit at the end of the year. RTM members asked questions which were answered by Ms. Landry and Mr. Burt. It was agreed after discussion that the committee had enough information to vote on the resolution.

Resolved, that \$350,000 is appropriated from the General Fund unassigned fund balance to the Contingency function 1074 and referred to the RTM under Rule 6.5.3 for approval.
Vote in favor: Rep. Washington and Rep. Casper
Vote opposed: Rep. Kotowski and Rep. Martin
Abstaining: Rep. Marley
Recommendation: Failed in committee

Referral 2017-0288 Contingency Transfer for Wage Increases and Other Items was the second item on the agenda.
Resolution For FYE 2018 General Contingency Transfers

Discussion: Rep. Marley told the committee that the first motion had to pass to allow the committee to vote on this motion. Since the first motion failed the committee did not do anything with this motion.

Referral 2017-0289 Supplemental Appropriation for Town Hall Complex Resolution Increasing Appropriation For Town Hall Complex Project in the FYE 2018 Capital Budget From Capital Reserve Fund Balance
Motion to approve/second: Rep. Casper/ Rep. Marley

Discussion: Gary Schneider, Director of Public Works, described the request for additional funds in the amount of \$75,000 from Capital Reserve Fund fund balance to complete a code compliance project at Fitch Middle School. This is the third phase of a three phase reuse project. Mr. Schneider handed out a diagram of FMS showing the areas that needed to be brought up to code in order for recreation programs to be moved from Wm. Seely. Mr. Schneider had originally requested \$400,000 in FYE 2018 budget but it was reduced to \$300,000 by the Groton Town Council. Mr. Schneider received six bids. Two bids under \$400,000 and four bids over \$400,000. The lowest bid was \$339,000. A ten percent contingency cost should be included. If funding is approved and the project completed, the town will be able to vacate Wm. Seely. Mr. Schneider would vacate Wm. Seely at the beginning of June 2018. If this project is not completed then the recreation programs would have to stay at Wm. Seely until that site is deemed unusable. Wm. Seely needs a new roof and boiler. At present only one of the two boilers works. According to the Town Manager the town would like to sell Wm. Seely. Eventually the recreation programs will have to move somewhere. Also the Registrar's equipment being stored at the Town Hall Annex would be moved to FMS. This would make room for the Poquonnock Bridge Fire Marshall to be relocated to Town Hall Annex. If we do not complete phase three all the money put into the facility thus far would be for naught.

Resolved, that the FYE 2018 CIP project(6)(c) Town Hall Complex be increased by an additional appropriation of \$75,000 from the Capital Reserve Fund's fund balance.

Vote in favor: Rep. Martin, Rep. Casper, and Rep. Washington Vote opposed: Rep. Kotowski

Abstaining: Rep. Marley

The committee recommends the full RTM approves this motion.

Having no other business before the committee Chairperson Washington entertained a motion to adjourn.

Motion to adjourn/second: Rep. Marley/Rep. Martin

Meeting adjourned at 7:05 PM

Submitted by Beverly Washington, Chair